

Contractor's Progress, Status, and Management Report (CPSMR)

Report Date:	16 April 2020
Report Period:	16 March 2020-16 April, 2020
Project Name:	Newberg Historic Sidewalk Feature Inventory
Client:	Harris Environmental Group, Inc.
Client Representative:	Dana Holschuh

COMPLETED TASKS IN PREVIOUS MONTH:

- Continued research of sidewalk feature history and compilation of Newberg history for report
 - Consulted list of city ordinances to cross-reference the names of contractors recorded in the field
 - Consulted Sanborn fire insurance maps from 1905, 1912 and 1929 to correlate locations of horse rings and other feature with historic buildings
 - Online research through George Fox archives to find photos of areas where stamps were observed.
- Continued compilation of report materials and write-up of Newberg sidewalk history; analysis of feature distribution and history
- Began GPS survey of feature locations, with approximately half accomplished (the southern half of the project area) and half still to go (the northern half of the project area)
- Began discussions with GIS analyst about the production of digital maps for inclusion in the report

UPCOMING TASKS FOR NEXT MONTH

- Continue to use high-quality GPS to take accurate locations on all remaining features recorded in order to create the shapefile for inclusion in our final submittal to the City.
- Continue research and analysis of features recorded, including meeting with Chuck and appointments at the George Fox archives and at the Public library
- Continue compilation of report materials and writing of report

UPDATED SCHEDULE

- No updates at this time

PROBLEM AREAS AND RECOMMENDATIONS FOR SOLUTIONS:

- Unable to access the library and archives in person as planned for this month due to COVID pandemic. Hoping those restrictions will be lifted prior to the close of the POP for the project. Will complete the report with the resources able to be accessed.

RESULTS OF PREVIOUSLY IDENTIFIED ISSUES:

None.

CHANGES IN DIRECTION FROM PROGRAM BASELINE, INCLUDING ACTUAL OR POTENTIAL SCHEDULE IMPACTS:

None this period.



FINANCIAL STATUS:

The project has been invoiced at 90%, with the remaining 10% to be invoiced at completion. All time spent on the project in excess of the contract amount will be undertaken at our expense to ensure a successful and on-budget final product.

OTHER INFORMATION:

None this period.